

QAR Team Meeting July 25, 2011

Next Meeting –8/8/11 at WH2NW 9:00AM

First	Last	Organization	Present
Bakul	Banerjee	CD	X
Frank	Cesarano	BSS	X
Nicole	Gee	WDRS	X
Tom	Gehrke	QAE	X
Jed	Heyes	QAE	X
Tom	King	QAE	X
John	Martzel	QAE	X
Kurt	Mohr	QAE	X
Adam	Bracero	TD	
Don	Rohde	AD	X
Keith	Schuh	PPD	
John	Dawson	ES&H	
Rod	Walton	FESS	X

Action Items for Next Meeting

1				
2				
3				

Updates:

Assurance Council: A task force has been created for CAS issues. The task force covers the 10 management systems as well as “Customer Interface”, an 11th management system.

ES&H: N/A

WDRS: N/A

BSS: N/A

Assessments: All are M&TE. TD is completed, ES&H is being planned. BSS was finished last week. FESS starts today. CD is in the planning stage. A WDRS planning meeting will be held this week.

IQA The IQA is being updated due to organizational changes. The idea is to “meld” chapter 6 & the Engineering Manual.

Graded Approach: Methods of risk management done by D/S/Cs are being reviewed with the possibility of including them in the Graded Approach Procedure. Reference to the Graded Approach tool has been removed. Brackets have been removed from To-Be documents that have been published.

Process Improvement: N/A

Agenda for today: Sharepoint update, Korean Delegation visit summary

NOTES:

Korean Institute of Energy Research contacted Bob Grant to visit & view Fermilab's Quality system. Bob presented a history of QA at Fermilab, including the SQIPs, DOE414, etc. AD & CD QARs interacted with them. They were interested in how the QARs were able to do QAR tasks as well as their normal responsibilities. They were impressed by the inclusion of QARs in the introduction of the Quality system. Quality in R&D & Science was the focus of their fact finding mission.

No update with Sharepoint activities.

Tom Gehrke

Meeting adjourned – duration 41 min